

Trinity Episcopal Church 2021 Annual Report



JANUARY 2022

9325 West Street, Manassas, Virginia 20110
(703) 368-4231

The Rev. Stuart E. Schadt, Rector
The Rev. Vinnie Lainson, Rector Emerita
The Rev. Jim Hughes, Priest Associate

trinityepiscopalchurch.org

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youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ

STAFF

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The Rev. Jim Hughes, Priest Associate jafxh@verizon.net

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Carole Keily, Parish Administrator & Music Associate
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**TRINITY EPISCOPAL CHURCH
ANNUAL MEETING AGENDA
JANUARY 2022**

Opening Prayer

Introduction of Vestry

Class of 2022

Terri Anderson
Sandy Crow
Mike Guidotti
Brenda Randall
Sallie Ronan

Class of 2023

Clarence Guenther
Betsy Harlow
Mike Riegner
Sharon Scott-Smith
Rachel Strohmman

Class of 2024

Erin Bahrng
Stephen Bailey
Virginia Cantu
Susan Evers
Wes Shank

Report of the Nominating Committee

Introduction of Nominees:

Ralph Allison
Jean Duray
Gene Molinelli
Amy Verner
Joanna Ward

We appreciate these people allowing their names to be placed in nomination.

- Nominations from the Floor
- Election
- Rector's Report
- Presentation of the Budget
- Open Floor
- Announcements
- Closing Prayer

Rules of Election:

Election to the Vestry is by simple majority (50% of ballots cast plus one). If it is necessary to have additional ballots, those people who are elected on previous ballots are removed from the running. The slate is also reduced to no more than two nominees per position by removing those people who received the least number of votes.

When one of the positions being filled is a partial term, this position is determined by drawing lots among all those elected. This is done following the Annual Meeting. Vestry members filling a one year term are eligible to run again for a three year term. Vestry members filling a two year term are not eligible to run again until they have been off the Vestry for two years.

FROM THE PARISH REGISTER

	2018	2019	2020	2021
Baptisms	17	11	0	4
Confirmation/Reception	2	4	0	0
Marriages	3	2	2	2
Funerals	7	7	4	3
Avg. Sunday Attendance	226	218	*	97**
Pledging units for next year	164	151	116	115

* 2020 Average attendance through March 8 was 217. Building was closed due to COVID-19 pandemic effective Thursday, March 12, and no in-person services were held after March 8.

**2021 average attendance is May 23, and June 6 through the rest of the year.

Trinity Episcopal Church's Mission Statement

We welcome all in the celebration.
Celebrating the experience of God's love,
Celebrating the diversity of humanity,
Celebrating life's blessing.
Celebrating life eternal.
"Open & Affirming"

Budget Field	Approved 2022	2021 Actual
Pledges	424000	423,162
Plate Offerings	10000	2,302
Investments		
Income Growth		125
Thornton Trust	9000	9,302
Special Offerings		85
Other	5000	3,499
Food Ministry	8000	5,655
Coffee Hour	2500	29
PPP loan		52,000
Income Total	458500	496,159
Outreach Expenses		
6101 · Diocesan Pledge	25000	20,000
6104 · Rect. Disc. Fund	450	
6105 · Rect. Emer. Disc. Fund	900	900
6106 convention	400	400
6107 Food Ministry	8000	10,106
6150 · General Outreach	2000	1,067
Outreach Total	35850	31,573
Salaries		
6201 · Salaries - Clergy	85045	91,725
6202 · Housing/Utility	69154	58,140
6203 · Bus/Travel Allowances	3600	3,600
6204 · Self Employment Taxes	23592	22,905
6205 · Pension	23648	21,206
6206 · Life & Health Insurance	4200	3,466
6207 · Continuing Education	1400	0
6221 · FICA/Taxes - Staff	5738	6,904
6222 · Salaries - Staff	75002	92,487
6223 · Childcare - Staff	2000	792
Salaries Total	293379	301,225
Ministries		
6331 · Christian Ed (Adult)	125	0
6332 · Sunday School (Children)	1000	162
6335 · Vacation Bible School	1000	0
6336 · Youth Group	600	301
6339 · Acolytes	75	0
6341 · Altar Supplies	1500	519
6351 · Music	1600	380
6352 - Instrument Maintenance	2700	906
6375 Other programs	750	92
6377 Receptions	175	0

6379 Kitchen Supplies	3300	459
6380 Coffee Hour	3750	266
Ministries Total	16575	3,085
Bldg		
6401 · Utilities	23000	18,270
6402 · Telephone	4800	4,770
6403 · Insurance	16000	15,766
6404 · Repairs/Maintenance	20000	26,967
Cleaning Service	10800	10,116
6409 Real Estate Taxes	0	1,187
Bldg Total	74600	77,076
Office expenses		
6502 Copier Maintenance		561
6503 · Postage	2000	2,264
6504 · Office Supplies	5000	3,197
6505 · Computer Supplies	16000	11,507
Office Total	23000	16,968
6601 · Annual Audit	3620	0
6605 - Bank Charges	5000	4,197
6603 · Other	5000	3,669
Accounting Services	7020	3,577
Total Miscellaneous	20640	11,443
Total Budget	464044	447,375

Budget Notes:

There were several significant decisions this year that called for the Vestry to make adjustments to the budget. Sharon Williams, our Bookkeeper, retired, and the Vestry engaged an accounting service in her place. Maintenance was high because upgrades were made to Trinity Two to prepare it for occupation by Boxes of Basics. Also, the parking lot was sealed and remarked.

Also the diocese has a new program expecting all parishes to raise their giving to the diocese to 10% of pledges. Working toward this, we increase the diocesan pledge from 5% to 6%.

The Mission and Ministry of Trinity Church Is Only Possible Because of Your Pledge Offerings

Outreach:

Guatemala Teen Pregnancy Ministry -
\$2,000.00
Box of Basics \$500
40 Altar of Hope/Thanksgiving Baskets
50 Un-Trim-a-Tree Gifts

498 Dinner Bags
760 Lunches
16 mini-protein packs
Operation Warm Hugs - Winter Coats,
Gloves, Hats, Socks

Trinity in the Second Year of COVID

By Carole Keily with contributions by Vinnie Lainson and Stuart Schadt

The year 2021 began the same way 2020 ended – COVID-19 was still very much a part of daily life. However, vaccines were on the horizon and many of us eagerly awaited our chance to be vaccinated.

Worship services, including Ash Wednesday and Eastertide services, were virtual once again.

But on May 23, Pentecost, we held an in-person service at the Harris Pavilion in Manassas. Many of us had not seen each other since early March 2020 and it was a joyous occasion.

On June 6, we returned to in-person worship services at the church, with a 10:00 a.m. service on Sundays. On August 1, we added an 8:00 a.m. worship service, without music.

We held a second outdoor service at the Harris Pavilion on Oct. 10.

With all these changes, we kept a careful eye on local COVID-19 case numbers. In our worship, we had hymns (two instead of the pre-pandemic four) and eliminated some of the sung responses in the liturgy. At the Bishop's recommendation, we eliminated the Creed and read one of the day's two readings, along with the Psalm, in an effort to keep group speaking to a minimum. We did not include hymns in worship from about mid-August until November.

We have encouraged members who are able to be vaccinated to do so. Folks who attend in-person worship services are expected to wear a face mask and to be vaccinated. At the end of the year, with COVID-19 cases rising in the Prince William area, we made the decision to take our worship virtual once again in January 2022 for a few weeks.

Serving the Community

But this isn't all about what we couldn't do! In June, we held the "Make it Better" service camp for middle-schoolers and high schoolers. (Children over the age of 12 could receive the vaccines and were expected to be vaccinated to participate.) Campers performed their service projects either outdoors or socially distanced indoors.

The food ministry continued to be available to our community on Tuesdays and Wednesdays from 11:00 a.m. to 1:00 p.m. Lisa Wells and Pete Trapp continue to lead this ministry, along with volunteers from the congregation.

Every year from November through February, we place a coat rack in our courtyard. Members are encouraged to leave a coat (or more!) on the rack, and the community knows where they can get a warm coat. Over the past few seasons, we have received donations from the classes at Sparkles Fitness of Manassas and from Patrick Wright and partners at PAL Cleaning, who perform maintenance at the church.

We're always pretty busy in the fall with our two service projects. Altar of Hope takes your donations of food and funds to create Thanksgiving baskets for local families who ask for one. This year, we delivered 40 baskets. And we participated in Volunteer Prince William's Un-Trim-A-Tree, donating gifts to 20 children in eastern Prince William County, along with 15 baskets for shut-in senior citizens in the Manassas area.

We are always grateful for your donations to these two service projects.

Some Trinity members have been busy making prayer shawls, along with knit hats, scarves and gloves. Prayer shawls are available for the asking. The hats, scarves and gloves are distributed by the food ministry to anyone who asks for one.

Personnel

We had a few personnel changes this year, starting with our Seminarian, Sarah Watts. Sarah graduated from seminary in May and returned to Alabama, where she was ordained to the priesthood in December.

Gail Sander moved to central Virginia this summer. Gail had served for over 15 years as Music Associate and Handbell Choir Director.

Sharon Williams, who had been the Bookkeeper since 2010, retired in July. Bookkeeping services are now provided by SSAS Bookkeeping, located just across Battle Street from the church.

And our long-time Treasurer, Jim DelSordo, resigned his position after moving to North Carolina. Jerry Pankey was elected the new Treasurer in October.

All four of these individuals made significant contributions to Trinity. We wish them well and are grateful for the time they were with us.

What's Next

We eagerly anticipate the return of Sunday School, which has been on hiatus since March 2020. We had hoped to restart in January 2022, but the high number of COVID cases pushed that further down the road.

Another thing we're looking forward to is more music! The choir has also been on hiatus since March 2020. Music for in-person worship services in 2021 consisted of organ music, two hymns (usually with just two verses sung), and some sung parts of the liturgy. Anne Michael Greene, wife of Director of Music Eric Dombrowski, served as soloist at our outdoor services.

In Closing...

None of what we have experienced the past two years has been easy, nor is there precedent for anything we've done. Trinity members have been very accommodating, adjusting to online worship services, and wearing masks when we returned to in-person worship. There have been grumbles about eliminating Sunday morning coffee and donuts for now, but we anticipate that will return as well soon enough.

We are grateful for your financial support and your support of our ongoing community outreach. We have weathered the COVID-19 storm well together so far and are eager to start our new normal.

WORSHIP SCHEDULE

SUNDAY MORNING WORSHIP IN THE SECOND YEAR OF COVID

We returned to in-person worship in June and continued through the end of the year. However, in January, with the rise of the Omicron Variant, we suspended in person worship. Worship was offered at 8 am and 10 am in-person.

Sunday Pre-filmed Worship - Facebook and YouTube

Pre-filmed worship continued while we also offered in-person worship. Christmas Eve worship was live streamed. Stuart and Vinnie lead the Liturgy of the Word, which is filmed in a zoom call from their respective homes, usually filmed on Thursday mornings. A lay reader video is included, reading from their home. The Gospel is recorded featuring Vinnie or Stuart. The Sermon is likewise pre-filmed from various locations including Vinnie from inside her car, Stuart outside (including once during a rainstorm), and sometimes just from their homes.

ADULT FORUM

Adult Forum was held on Zoom immediately following Sunday worship. Adult forum was not offered when we returned to in person worship.

WEEKDAY WORSHIP

Monday – Facebook - 12 noon - Noonday Prayers

Wednesday – Facebook - 9:00pm - Compline (last prayers of the day)

HOME COMMUNIONS

By clergy and our lay Eucharistic ministers were suspended during COVID.

Inside Our Doors

Lay Pastoral Ministry: A huge shout out to the *Lay Pastoral Ministry Teams*! We may not have been able to meet in person, but these teams, headed by **Brenda Randall**, still send out love and greetings, prayers of healing and Happy Birthdays to our whole community! With each card, the love for each other is gently given and even more warmly received. Thank you, everyone....your ministry reaches farther and deeper than we will ever know! To be remembered on your birthday feels like love; to get a call or a card when you aren't well feels like support. And maybe even a miracle! We do all of this and more.

Lay Readers and Prayer Leaders: Lay Readers assist in our worship by reading the lessons and leading the psalm. We have continued to use lay readers during our virtual services. During in-person services, prayer leaders simply lead the prayers printed in the service bulletin. If you are interested in either of these ministries, please contact the church office.



Flower Guild: The Flower Guild could not work as a group for part of the year, but provided us with some seasonal offerings to use during our Eucharist including palms, lilies and poinsettias. Mary Delia Stokely is Flower Guild Chairman. Lisa Harlow sends out the bills and notices. Anyone interested in joining this rewarding Guild should contact Mary Delia (703-368-1424).

Altar Guild: The Altar Guild sets up the altar area for our in-person and offsite services. Ginger Critchley chairs the Altar Guild; if interested in joining, please contact her at 703-361-8985.

Our Small Groups returned to in-person gatherings when Church returned to in-person: Trinity Quilters, Coffee, Conversation & Bible Talk, Brotherhood of St. Andrew

Prayer Shawl Ministry: This is a ministry that you can do anywhere! The shawl maker begins with prayers and blessings and the intentions are continued throughout the creation of the shawl. (Visit shawlministry.com or knitforkids.org/patterns for ideas.) When the shawl is finished, a final blessing is offered before the shawl begins its journey. If you know of someone who needs to be wrapped in prayer and comfort, please call the church office. This ministry continued during COVID.

Trinity Food Ministry: The food ministry in 2021 settled in on a schedule of Tuesdays and on Wednesdays from 11:00 to 1:00. This year, we added cloth face masks, some of which were made by Trinity members. One thing that has not changed is that we give food to anyone who comes to the door and asks for it. Lisa Wells and Pete Trapp continue to head this important ministry.

SUPPORT MINISTRIES

Investment Funds:

Investment Funds	Dec. '19	Dec. '20	Dec. '21
Growth Fund	\$162,871	\$155,089	\$187,310
Housing Fund	\$73,292	\$69,790	\$84,289
Rixey/Coles/Lewis	\$35,288	\$33,603	\$40,583

Special Use Funds:

Special Use Funds	Dec. 2019	Dec. 2020	Dec. 2021
Memorial Fund	\$5561	\$4,275	\$6023
Charlotte Brown Library Fund	\$2,207	2,207	\$2207
Building Fund	\$5,174	2,950	\$1200
Funds For the Future	\$863	865	\$867
Organ and Piano Fund	\$4,845	4,845	\$4945
Columbarium Fund	\$3214	4,547	\$4547
Heifer International	\$95	95	\$95

The Activity Accounts*

	Dec 2019	Dec 2020	Dec2021
Camps	\$532	\$532	\$643
Events & Lunches	\$436	\$354	\$396
Holiday Outreach	\$1,859	\$2,283	\$3084
Men's Group	\$7,312	\$5,743	\$4611
Misc. Activity Funds	\$253	\$253	\$208
Quilters	\$1,656	\$1,657	\$1657
Youth	\$10,794	\$10,380	\$10,380

Trusts:

JBT Thornton Trust **\$991,357** \$993,718 \$1,054,835

The following three funds are invested through Truist Investment Services Inc. and are managed by Shaefer Cullen Financial Investors.

The Trinity Growth Fund

This investment fund has been created with gifts from numerous people. The major corpus of this Fund has come from the Johnson family in 1988, the estates of George Cocke and Martha Cocke in 1988 and the estate of Franziska M. Jonas, also in 1988. A gift of \$10,000 was received from the estate of Bonnie Huntley in 2014. The gifts were given without any designations. In January 1993, the Vestry ratified that the corpus of this Fund may be used for:

1. Capital projects to enlarge, upgrade or repair our current facility(s),
2. Acquisition of adjoining or other properties to further the mission of Trinity Church,
 - i. For mission work, outside of Trinity, to be defined as supporting other missions or churches through land acquisition, facility upgrading or monetary gifts to be used as the receiver sees fit.
3. The corpus may not be used for day-to-day operating expenses, including salaries or programs by the church.

The Vestry designates the use of the interest from this Fund.

The Clergy Housing Fund

The Trinity Church Housing Fund is established to enable the parish to supply housing allowances for the clergy home ownership. The Fund was established in 1988 with proceeds of the sale of the rectory. Additional funds were added to the corpus of the fund in 2022 when the shared equity agreement with the Rev. Stuart Schadt was completed. Although the corpus and interest of this Fund is available to be used as designated by the Vestry, the corpus is to be maintained and enabled to grow. The corpus can be invested in clergy housing arrangements that offer the potential for future earnings.

The Mary Rixey, Frances Rixey Coles and Cornelia Lewis Fund

This investment fund was established by a bequest in the will of Mary Rixey. The Fund was established in 1937. The Fund was increased by gifts from Cornelia B. Lewis in 1997. The interest of the Fund is administered under the direction of the Vestry of Trinity Church. The corpus of this Fund is managed under the guidelines of The Trinity Growth Fund.

Special Use Funds

The Memorial Fund

The Memorial Fund is used to buy items for the sanctuary and for worship. Contributions are made to the Fund as a memorial to those who have died or as a thanksgiving offering. Expenditures from this Fund are under the direction of the Rector, Altar Guild and Vestry. Sometimes gifts to this Fund are designated for specific items. It is common that members of the church designate this Fund as the fund to receive memorial gifts.

Library Fund

The Charlotte Brown Library Fund was created in December 1993 as a memorial to Charlotte Tiffany Brown. Its purpose is to re-establish and maintain a parish library.

The Organ and Piano Fund

Funds are added as memorials and from other sources occasionally. We hope that this fund will provide for the care and maintenance of the organ and pianos and, when necessary, their eventual replacement.

Trusts

JBT Thornton Trust

This trust was established in 1918 when the will of J.B.T. Thornton gave a bequest of ten (10) shares of bank stock for its establishment. Until 1997, Crestar Bank was the Trustee of the Trust. In 1997, the Vestry of Trinity became the Trustee of the Trust. The vestry acting as Trustee voted to diversify the portfolio but also to retain a hundred shares of Crestar Bank Stock, which is now 129 shares of Truist Financial Corporation. The income from this Trust is divided into two parts annually in December. Trinity receives one half of the income and is free to use the funds as the Vestry so designates. The other half is distributed for use to benefit the elderly of the greater Manassas area in a manner designated by the Vestry acting as trustee of the funds. The Thornton Trust is invested with the Beach, Blake, and Associates in a portfolio managed by Interactive Financial Advisors.

Funds Available: \$19,207

Trinity Episcopal Church: 9,603.50

Available for community grants to serve the elderly: 9,603.50

Grant funds

Center For the Arts

Past Time Prime Time Players

\$4650

Friends of Prince William Senior Center

Meals on Wheels

\$4650

The Vestry

Our Vestry is made up of the Rector, Rector Emerita and fifteen members of the parish. A treasurer is elected by the Vestry; this person may or may not be an elected member of the Vestry. Our Senior Warden is elected on nomination of the Rector. The Vestry also elects a Junior Warden and a Registrar. Our vestry continued to meet by Zoom.

The Charlotte Tiffany Brown Library has books for borrowing and browsing. The Smith family reorganized the library over the past two years, and we invite you to stop in and see the library when we return to in-person worship.

Trinity Church in The Digital Age

In addition to our website (trinityepiscopalchurch.org), we are also on Facebook, Twitter, Instagram and YouTube. Together, these technologies and online social media presence brings Trinity closer to more people, more effectively.

Increasingly, the world and our communities stay connected to each other, share information, express ideas, and explore possibilities through various media, social and tech platforms. We are able to be a part of this emerging world and gather our community in an online presence. Not only are we able to stay connected, we can now pay our pledge right on our website. The standard answer we hear from visitors when we ask how did you find us is, "we found you online and visited your website!"

If you have not visited our website, please do: trinityepiscopalchurch.org

Join us on Facebook: facebook.com/trinityepiscopalchurchmanassas

Worship with us on YouTube: youtube.com/channel/UCIqjoM8O5wdx-yIEkOYYRSQ

Instagram: instagram.com/episcotrinity

: instagram.com/revvinnie

Follow us on Twitter: twitter.com/trinitymanassas

Organizations Who Used Trinity's Facilities in 2021

- Alcoholics Anonymous
- Delta Kappa Gamma
- Lifelong Learning Institute
- Manassas Art Guild
- The Mankind Project
- Narcotics Anonymous
- Prince William Little Theater
- Women's Club of Manassas
- Write by the Rails

Trinity Columbarium

There is a columbarium in Trinity's Garth.

Each columbarium niche provides space for two urns that are included in the purchase of a niche. Cost of the niche and urns is \$1500. For more information contact Dexter Fox (dlfox728@zoho.com) or the church office.

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“Be Swift to Love”